



YOUR
Wedding



Holiday Inn



TERMS AND *Conditions*

Food

Food is provided by the Holiday Inn Inner Harbor Baltimore.

Beverage

The Holiday Inn Inner Harbor Baltimore as a licensee is responsible for the administration of the sale and service of all alcoholic beverages in accordance with the MD State Legislative Commission's regulations. The Holiday Inn Inner Harbor Baltimore will strictly enforce Maryland beverage laws. Underage drinking or consumption of non hotel purchased alcohol will result in immediate event termination.

Rooms and Rental

Banquet/Meeting space will be assigned based on set up requirements and number of guests service. The Holiday Inn Inner Harbor Baltimore reserves the right to reassign the function rooms as needed to ensure maximum efficiency and guest service. Hotel management will make every effort to inform client of a room change; however, prior notification is not guaranteed. Banquet rooms must be vacated promptly on schedule.

Deposits

If no credit is established, an advanced deposit will be required at the initial signing of the contract. Receipt of the deposit will confirm space requirements. 100% of the estimated revenue will be due fourteen (14) days prior to the function without exception. The hotel reserves the right to cancel any functions that have not met these deposits requirements. Any incidental charges incurred during functions will be added to guest account. Any incidental charges incurred during functions will be added to guest account. Any discrepancies in count or charges should

be identified and resolved with management prior to departure. Credit can be established up to 45 days before your event and is applicable only for groups with repeat events. If credit has been established with the hotel the charges can be direct billed.

Parking

Parking at the Holiday Inn Inner Harbor Baltimore is subject to a charge. Parking availability is not guaranteed. Valet services are available and must be pre-arranged with advanced notice. Master billed parking is available with advanced notice.

Service Charge and Tax

The Holiday Inn Inner Harbor Baltimore assesses a service charge on all food and beverage catered by the Hotel. We are required by Maryland state law to levy a state tax on products/services sold by the hotel. Please note this tax will be imposed upon the service charge as well as required by law.

Displays, Exhibitions and Decorations

All displays, exhibits, and decorations must conform to city code and fire ordinance rules. The hotel will not permit affixing of anything to walls, floors and ceilings of rooms with nails, staples, tape or any other substance unless approval is given. Any damage caused by event attendees will be the responsibility of the event planner. All Hotel staff will enforce this policy. The Hotel may require additional security or damage deposits.



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Liability

The Holiday Inn Inner Harbor Baltimore reserves the right to inspect and control all private functions. Liability for damage to the premise will be charged accordingly. The hotel cannot assume responsibility for personal property and equipment brought on the property. The hotel assumes no responsibility for personal items left unattended in function rooms or coat racks.

Audiovisual

Audiovisual equipment may be arranged through the hotel and charges are subject to service and tax.

Labor

A \$125.00 charge for up to a four hour max will be applied to all attendants arranged with the catering office. This includes bartenders, butler servers and coat check attendants. Please note a tax will be imposed upon the service charge as required by law.

Equipment

All equipment needs must be conveyed to the catering staff at the time of booking. Functions that require excessive setup equipment may incur additional rental and set up fees. Special engineering requirements must be specified to the catering department at least three business days before the event and may incur a charge.

Specialty Items

The Holiday Inn Inner Harbor Baltimore must arrange all specialty items that will be received and setup by the hotel staff. This includes rental items such as linens, staging, risers, tables, chairs as well as specialty china, glass, and silver.

Split menus

The Hotel is happy to accommodate split entrée requests for a minimum of 75 guests and at the discretion of the catering manager. Guest count for each entrée must be confirmed three business days prior to your event. A maximum of three entrees including vegetarian, may be chosen and guest entrees must be identified with place cards or name tags. Meal pricing for this type of event is at the discretion of the catering manager and will equal, at a minimum the highest priced entrée.

Smoking

The Holiday Inn Inner Harbor Baltimore is a non-smoking facility, with the exception of designated sleeping rooms. Smoking is not allowed in banquet or public spaces. We ask that your guests observe this policy.



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YOUR *Wedding*

All wedding celebrations include

- ☞ Three hours open premium bar with 1 hour wine service during dinner, 4 hours total
- ☞ Pass hors d'oeuvres
- ☞ Display reception selection
- ☞ Champagne toast
- ☞ Your choice of three course dinner or dinner buffet
- ☞ Floor length linens
- ☞ Special hotel accommodations
- ☞ Wedding Cake with cutting service
- ☞ Personal Bridal Attendant

Guaranteed deposit and payment required

- ☞ A 25% deposit is due at contract signing
- ☞ 10 days prior to the event 90% of the balance is due by credit card or cashiers check
- ☞ 3 days prior total balance due with final guarantee of number of guests attending. Payment due by credit card or cashier check

Cancellation.

A final confirmation number of guaranteed attendants is required by 12 (noon) three business days prior to your wedding. This guarantee may not be reduced after this time but can be increased depending upon availability. Should it become necessary for you to cancel your function any and all advanced deposits will not be refunded. Any cancellation within three business days of the event will result in full payment of any outstanding balance.

Guestrooms

Holiday Inn Inner Harbor Baltimore will be pleased to secure an allotment of sleeping rooms for your guests at a preferred rate. These rates will apply for the weekend of your wedding. We will release these rooms 30 days prior to your arrival.

Parking

Parking can be arranged with the local city garages at an additional charge. Valet Parking can be arranged with an additional charge

Rehearsal dinners, and post nuptial brunch.

Your wedding specialist can assist you in arranging your rehearsal dinner or post nuptial brunch or breakfast

Special requests

Every wedding is special to the Holiday Inn Inner Harbor Baltimore. We would be honored to assist with a completely custom wedding to fit your needs. Let us know of any services you require for your special day.



Holiday Inn



YOUR Reception

Select four canapés or hors d'oeuvres and one display

Prices are exclusive of 22% service charge, and 6% Maryland sales tax

Canapés

- ☞ Smoked chicken salad with grapes in miniature cornet
- ☞ Prosciutto and melon
- ☞ Charred sirloin crispy cipolini and spicy remoulade on sourdough crisp
- ☞ Tomato and basil bruchetta
- ☞ Chimichurri chicken skewers
- ☞ Smoked salmon and horseradish cream on pumpnickel
- ☞ Seafood salad with celery remoulade in miniature cornet
- ☞ Artichoke goat cheese and olive tartlet

Hot hors d'oeuvres

- ☞ Miniature Manhattan Reuben
- ☞ Kanpur vegetables samosas
- ☞ Spanakopita
- ☞ Cheeseburger Sliders
- ☞ Goat cheese truffles with porcini oil
- ☞ BBQ pork bun (cha su bao)
- ☞ Miniature corn dogs
- ☞ Sesame chicken with honey mustard dips
- ☞ Coconut crusted chicken with chili dip
- ☞ Steak tataki
- ☞ Chicken teriyaki buns
- ☞ Tandoori chicken sate with madras curry
- ☞ Vietnamese spring roll
- ☞ Miniature beef wellingtons
- ☞ Peking duck springs roll with hoi son and scallion

(Additional premium at market price per selection)

- ☞ Roasted crab cake with sweet red pepper aioli
- ☞ Shrimp tempura with ginger soy sauce
- ☞ Lobster bisque shooters
- ☞ Scallop rolled with bacon
- ☞ Bite size New Zealand with English mint demi-glace

Reception displays

- ☞ **Baked Brie en croute** served with quince paste, assorted chutneys, grapes, strawberries, sliced melons and baguette, water biscuits and flat bread
- ☞ **Hot Artichoke and spinach dip** with crab, assorted crackers, water biscuits, and flat breads
- ☞ **Selection of American and International cheese** served with water biscuits, lavish, flat breads, and quince spread, grapes and strawberries
- ☞ **Market Day Vegetables** an array of oven roasted and fresh vegetables with red pepper hummus and basil infused olive oil
- ☞ **Charcuterie** **\$12**
Assorted pates and terrines, dried sausages with olives, pickled onions, caper berries, sweet butter, mustards and crusty baquettes
- ☞ **Lettuce wraps** **\$14**
Shredded Thai beef, spicy chicken, soy and honey glazed vegetables, spring onions, bibb lettuce, carrots, bean sprouts, soy ginger sauce, sweet chili sauce, BBQ sauce, and black bean sauce
- ☞ **Antipasti** **\$13**
Coppa, sopressata, mortadella, bresola, prosciutto, grana panda, Gorgonzola, Buffalo Mozzarella, oven dried tomato, basil oil, roasted red peppers, artichoke hearts, assorted olives. Fococcia, bread sticks, and ciabatta
- ☞ **Smoked salmon display (30 guests)** **\$225**
Thinly sliced hardwood smoked salmon with traditional garnishes of red onion, capers, egg, horseradish cream and dill mustard with toast points and black bread
- ☞ **Sushi and sashimi**
(per piece; 100 piece minimum and market price)
Assortment of traditional pieces with wasabi, soy sauce, pickle ginger
- ☞ **Iced Seafood Display**
(per 100 piece minimum at market price)
 - ☞ Shucked New England little neck clams
 - ☞ Shucked Cold water oysters with cocktail and mignonette sauce
 - ☞ Giant shrimp on Ice
 - ☞ Snow crab claws



YOUR *Dinner*

Prices are exclusive of 22% service charge, and 6% Maryland sales tax

Soup

- ☞ Chefs selection seasonal cold soup
- ☞ Minestrone with grilled bruschetta
- ☞ Beef, barley and root vegetable soup
- ☞ Maryland crab
- ☞ Heirloom tomato bisque with Blue Cheese crouton
- ☞ Wild mushroom soup with porcini foam
- ☞ Cream of crab (\$4.00 additional)

Salad

- ☞ **Marinate yellow and red tomato**, Buffalo Mozzarella basil oil and aged balsamic syrup
- ☞ **Boston bib lettuce**, roasted plum tomato, orange segments and manchego cheese with herb vinaigrette
- ☞ **Traditional Caesar salad** with focaccio croutons and grana padano
- ☞ **The Wedge with bacon**, red onion, grape tomato, and Blue Cheese
- ☞ **Baby spinach with strawberry**, pine nuts, goat cheese crostini and fig vinaigrette
- ☞ **Mixed field greens with asparagus**, artichoke, prosciutto chips and a roasted garlic vinaigrette

Entrée.....\$100

- ☞ **Marinated chicken breast** with capers and a Pinot Grigio buerre blanc
- ☞ **Wild mushroom stuffed chicken breast** with maderia demi glace
- ☞ **Wild mushroom ravioli** with asparagus tips and brandy cream sauce
- ☞ **Chic Peas and vegetable tagine** served with whole wheat couscous
- ☞ **Saltimbocca of salmon** with sage and caper butter
- ☞ **Sesame crusted red snapped** with sweet corn ginger cream and cilantro oil
- ☞ **New York strip** with red onion marmalade and cabernet demi

- ☞ **The Beef Eater Roasted Prime Rib** au jus and horse radish cream
- ☞ **Maryland Crab Cakes** with a fine herb buerre blanc market price

Duet

- ☞ **Duo of sesame chicken and soy glazed salmon** with wasabi cream
- ☞ **Duo of porcini crusted filet and prosciutto wrapped shrimp** with a Barolo caper sauce
- ☞ **Angus filet mignon with Crab Cake** served with madeira truffle demi and champagne cream
- ☞ **Rack of Pork Chop and Herb Chicken** with a Dry Vermouth buerre blanc

All entrees are accompanied by the chefs selection of market fresh vegetables and starch

Rolls and butter

Dessert

- ☞ Chocolate covered strawberries with chocolate truffles
- ☞ Strawberry with Grand Marnier and white chocolate mousse
- ☞ Assorted artisan cheese plate with fig cake and quince paste
- ☞ Assorted petite fours and miniature pastries

Freshly Brewed Coffee, Hot and Iced Tea



YOUR *Dinner*

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Salad (select two)

- ☞ **Marinate yellow and red tomato**, Buffalo Mozzarella basil oil and aged balsamic syrup
- ☞ **Boston bib lettuce**, roasted plum tomato, orange segments and manchego cheese with herb vinaigrette
- ☞ **Traditional Caesar salad** with focaccio croutons and grana padano
- ☞ **Baby spinach with strawberry**, pine nuts, Goat Cheese crostini and fig vinaigrette
- ☞ **Mixed field greens with asparagus**, artichoke, prosciutto chips and a roasted garlic vinaigrette

Entrée \$125

Your choice of two or three Entrée Items

- ☞ **Marinated chicken breast** with capers and a Pinot Grigio beurre blanc
- ☞ **Wild mushroom stuffed chicken breast** with maderia demi glace
- ☞ **Saltimbocca of salmon** with sage and caper butter
- ☞ **Wild mushroom ravioli** with asparagus tips and brandy cream sauce
- ☞ **Chic Peas and vegetable tagine** served with whole wheat couscous
- ☞ **Sesame crusted red snapper** with sweet corn ginger cream and cilantro oil
- ☞ **Tenderloin of Pork au Poive**
- ☞ **Roasted Sirloin au jus** with béarnaise sauce

For an Additional \$5.00

- ☞ **The Beef Eater Roasted Prime Rib au jus** and horse radish cream (125.00 attendant fee)
- ☞ **Roasted whole Turkey** with giblet gravy and cranberry chutney (125.00 attendant fee)

Roasted seasoned vegetables served with all selections

Starch (select one)

- Chefs Selection of risotto
- Rosemary roasted new potato
- Organic brown and long grain rice pilaf
- Scalloped Yukon gold and sweet potato
- Baked macaroni with artisanal cheeses
- Whole wheat couscous with apricot, green onion, and herb

Dessert

- Chocolate covered strawberries with chocolate truffles
- Assorted artisan cheese plate with fig cake and quince paste
- Assorted petite fours and miniature pastries

Freshly Brewed Coffee, Hot and Iced Tea



Holiday Inn



YOUR
Bar



Prices are exclusive of 22% service charge, and 6% Maryland sales tax

A large, empty rectangular area enclosed by a thin green border, intended for a menu or list of items.

